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Power Management Controls Project — Next PAC Meeting

To: Professional Advisory Committee (PAC) Members
From: Bruce Nordman, Alan Meier
re: Next PAC meeting
Date: July 20, 2001

Background

The November, 2000 (in-person) Professional Advisory Committee (PAC) meeting set a clear course for the Power Management Controls Project. We see this meeting as primarily a 'check-in' to share progress and identify any needed 'course corrections'— not one at which major decisions need to be made. However, any preliminary feedback on the tentative recommendations is welcome.

Mechanics

The meeting will be via telephone, to last up to 1 hour (in recognition of everyone's time constraints). We can keep the line open as long as anyone wants to talk, but the goal is to have all key discussion and any decisions kept within an initial hour. You will call in to a central phone number which we will distribute when we have determined the date and time.

We are both available between July 30 and August 7. Please let us know by the end of Thursday July 26 what dates and times during that period that you are available. We will find the time at which the most PAC members are free and send the follow-up email on the 27th with that date and time. If you would like an alternate person to represent your company, let us know who that is.

We have posted several documents on the project web site (<http://eetd.LBL.gov/Controls> under "Publications") that will serve as the basis for discussion.

Planned Agenda

Recap: Results of last PAC meeting (Bruce and Alan; 5 minutes)

CEC Perspective (Don Aumann; 5 minutes)

General PAC feedback: (PAC members; 10 minutes)

Thoughts/observations since first PAC meeting

Feedback from others within and without your organization

LBNL activities since the last meeting and near-term plans: (Bruce; 10 minutes)

Outreach

User Interface Literature

Data Collection and Analysis

Tentative results to date (Bruce/PAC; 10 minutes)

Take Actions (below) (Bruce/PAC; 5 minutes)

Comments on process or results (Bruce/PAC; 5 minutes)

Note: We would like to keep most or all discussion of the tentative results (e.g. symbol choices) to this item. The intent is that all decisions will be within the 1 hour windows but allow for discussion of specifics to continue among those interested.

Next PAC meeting: In 3-4 months

Actions for the PAC

We would like the PAC to take the following actions:

- Identify any specific additional outreach that should be done in the next six months, as well as longer range activities that require advance work.
- Provide feedback as to areas in which additional data collection coverage seems merited, either by category, or specific models to add.
- Concur on abbreviating the data collection where warranted.
- Concur on using the tentative recommendations in outreach, specifically to standards committees, and to serve as a basis for discussion.
- Concur that the plan as agreed to in November is still OK. (on the "Publications" page on the project web site).
- Comment on the format of results—what forms and specific documents would be helpful (including the intended audience).